

**ESCANABA OPD TRAINING CENTER**  
**2717 North Lincoln Road, Highway 2, Escanaba, MI 49829**  
**Phone: (906) 789-0133**  
**Fax: (906) 789-0178**  
**Center Contact: Lori Novak (906) 786-5394**

The Office of Professional Development, would like to welcome all students and instructors to this facility. We would like everyone using this training center to have a relaxed and comfortable learning experience. Please let us know if there is anything we can do to better serve you at the Escanaba OPD Training Center.

**BUILDING INFORMATION**

**ACCESS:** This building is open from 8:00 a.m. to 5:00 p.m. Instructors and other visitors must obtain keys to the training center from their manager. One key will unlock the front door of the building. A second key unlocks the door to the training center suite. This key also allows access to all of the training rooms and the equipment/supply room. Anyone requiring early access must contact Al Kauffold or Mary Sharkey, Delta Co. FIA office. The front door of the building is equipped with an automatic door opener which must be turned to the ON position prior to use and turned OFF at the end of each day. A key is required when accessing the training center suite.

**PARKING:** Parking is located directly in front of the center and also along the north side of the building. Visitors are to park in the areas designated.

**RESTROOMS:** Restrooms are located outside the training center suite, along the east hallway. Your cooperation in keeping them clean is appreciated. If you notice a shortage of bathroom supplies, or any operational problems, please contact Diane Lambert. The restrooms are handicap accessible.

**PHONES:** Incoming phone messages will be received on the center manager's phone (906) 789-0133. Messages will be posted on the "MESSAGE BOARD" located in the Break Room. All messages for attendees should be posted and retrieved here. Messages should be checked regularly by the center manager. In the event that the center manager is not at the center, the visiting instructor must regularly check for messages. In the event of an "EXTREME" emergency, and the center manager cannot be reached, calls can be directed to Delta County FIA (906) 789-5394. In this instance messages will be taken and delivered only in extreme emergencies. The center fax machine number is: (906) 789-0178.

YAHOO!

